

Weights & Measures Fact Sheet



OFFICE OF WEIGHTS & MEASURES

The Law

The Regulation and Inspection of Weighing and Measuring Devices Amendment Act of 2004 requires all DC businesses to register all Universal Product Code (UPC) scanners, pharmaceutical balances, scales used in dialysis clinics, and commercially-used weighing and measuring devices. DCRA inspects these devices twice a year to make sure they are properly calibrated and that they display accurately.

Each business must register its device(s) each year. The registration cycle runs from October 1st to September 30th.

Open enrollment for registering is August 15th to September 30th. A \$250.00 late fee is assessed on October 1st.

Failure to register/renew all devices or use of device(s) prior to initial inspection will result in a notice of infraction with \$2,000.00 fine.

All businesses must notify the Office of Weights and Measuring in writing of any changes.

CERTIFICATES ARE NOT TRANSFERABLE.

If you have any questions or concerns, contact:

OFFICE OF WEIGHTS AND MEASURES

1100 4th Street, SW, 4th Floor, Washington, DC 20024
(202) 698-2130

Hours of Operation:

Monday, Tuesday, Wednesday, and Friday from 8:30 am- 4 pm
Thursday from 9:30 am- 4 pm

Application Submission Methods

ONLINE

New Merchants

Provide your business email address to the Office of Weights & Measures (OIWM@dc.gov) to receive an invitation to register. Include the following information:

- ✓ Name
- ✓ Phone Number
- ✓ Business Name
- ✓ Business Address

Existing Merchants

Please log in to your existing [ONLINE](#) account to renew or modify registrations online.

[Forgot Your Password?](#)

IN-PERSON

All merchants may register a weighing and measuring device in the Business License Center, 1100 4th Street, SW, 2nd Floor, Washington DC 20024.

- ✓ Download, complete, print, and sign the [Weights and Measures Application](#).
- ✓ Bring the completed application to: DCRA, 1100 4th Street, SW, 2nd Floor, Washington DC 20024.
- ✓ Remit payment via Cash, Credit Card (*Visa, MasterCard or Discover*), Money Order, or Check payable to "DC Treasurer."

MAIL-IN

- ✓ Complete Weights and Measures Application Download, complete, print, and sign the [Weights and Measures Application](#).
- ✓ Mail application along with Money Order or Check payable to "DC Treasurer" to:
Department of Consumer and Regulatory Affairs
P.O. Box 96081
Washington DC 20090

Government of the District of Columbia
Muriel Bowser, Mayor

Department of Consumer and Regulatory Affairs
Melinda Bolling, Director

Business and Professional Licensing Administration
Vincent Parker, Administrator

Office of Weights and Measures
Ronald Johnson, Sr., Program Manager



DEPARTMENT OF CONSUMER & REGULATORY AFFAIRS